

20 February 1987

Operations

OPERATIONS EVENT AND INCIDENT (OPREP-3) REPORTING

This regulation establishes procedures to be followed in submitting operations event and incident (OPREP-3) reports. OPREP-3 reports are submitted on serious mishaps, incidents, or disturbances involving Air Force Systems Command (AFSC) resources and people on Vandenberg AFB. This regulation applies to all Western Space and Missile Center (WSMC) agencies and to all AFSC agencies on Vandenberg AFB as directed by Space and Missile Test Organization Supplement 1 to AFSC Regulation 55-1, AFSC Command Posts.

1. References Used:

- a. Joint Chiefs of Staff Pub 6, Volume V, U.S. Air Force Reporting Instructions.
- b. Air Force Regulation 55-23, USAF Command Posts.
- c. Air Force Systems Command Regulation 55-1, AFSC Command Posts.
- d. Joint Operating Procedure (WSMC/SPX 5067) between AFSC and 1 STRAD Regarding Command and Control Support of AFSC Organizations on Vandenberg AFB.

2. Reporting Policy. Higher command levels must be informed immediately of all significant events and incidents, actual or probable, military or political, that involve AFSC resources or personnel assigned to Vandenberg AFB. Reporting is accomplished through the Air Force Operational Reporting System (AFOREP). Fast reporting of significant events and out of the ordinary occurrences is required. The report should be made as soon as the event or incident is known and should not be delayed to gather additional information; additional details are forwarded in follow-on reports. OPREP-3 reports are submitted for any event or incident only as long as the immediacy of the situation demands. When this immediacy is no longer required, a Commander's Situation Report (SITREP) may be sent unless the follow-up information is being submitted in some other required report. An OPREP-3 report does not change or substitute any report required by other directives, and an OPREP-3 report will be submitted regardless of whether the incident or event has been or will be reported through other channels.

Supersedes WSMCR 55-2, 25 Jun 83. (See signature page for summary of changes.)

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For example, OPREP-3 reports do not change the requirement for security reporting as required by AFR 125-, 205-, or 207- series directives, or safety reporting as required by AFR 127-4, Investigating and Reporting US Air Force Mishaps.

3. Reporting Guidance. JCS Pub 6, Vol 5, Chapter 3, Annex A and AFSC Regulation 55-1, list examples of situations which require OPREP-3 reporting. This is broad guidance and is not intended to be all inclusive. The commander will make the final decision if a report is required.

a. Attachment 1 is an overview of the reports submitted on events or incidents affecting AFSC resources at Vandenberg AFB.

b. Attachment 2 lists the message addressees of agencies required to be notified for the above reports.

4. Responsibility for Reporting. The 1 STRAD Command Post provides AFSC units at Vandenberg AFB with command and control support and transmits both voice and record copy reports to HQ USAF and HQ AFSC. The AFSC Command Representative (COMREP) at Vandenberg AFB is the interface for command and control matters between AFSC units and the 1 STRAD Command Post. Detailed procedures to provide this support are defined in Joint Operating Procedure WSMC/SPX 5067.

a. AFSC personnel at Vandenberg AFB will report all serious events or incidents immediately to Range Scheduling (WTR/DOS). The initial report must contain as much information as is available. WTR/DOS will take appropriate actions as stated in their emergency checklists, and notify the COMREP. The 1 STRAD Command Post will be apprised of all incidents covered by this regulation in instances when the notification did not originate in the Command Post.

b. The Office of Primary Responsibility (OPR) for each AFSC unit, in conjunction with the COMREP, will prepare record copy reports and transmit them through the 1 STRAD Command Post within one hour of the initial voice report. All OPREP-3 reports will be coordinated with the Space and Missile Test Organization Commander or Vice Commander and the WSMC Commander or Vice Commander prior to transmission.

c. The appropriate Group or Range Commander will determine the necessity for all OPREP-3 and SITREP reporting that concerns resources under their control.

(1) The 6595 Aerospace or Missile Test Group Commander will function as the OPR for incidents occurring at their facilities or resulting from other operations.

(2) The Western Test Range Commander will function as the OPR for incidents occurring during range support to missile flight operations or other non-missile programs.

d. The WSMC Operations Security Division (WSMC/SP) will function as OPR for major security matters, riots, off duty accidents, or incidents involving AFSC personnel, and other such serious events. WSMC/SP will establish liaison with host base Security Police to insure prompt receipt of information relative to AFSC personnel. WSMC/SP will coordinate activities with the AFSC office of primary interest when such information is received.

e. The WSMC Staff Meteorologist (WSMC/WE) will render professional assistance and guidance to responsible staff activities in any event having an environmental effect.

f. The Space and Missile Test Organization Office of Public Affairs (SAMTO/PA) will control release of all information to the public and the news media. SAMTO/PA will make an impact assessment of each reported incident for inclusion in the OPREP-3 (as required). Release of mishap information to the public will be by the appropriate Public Affairs Office under applicable Air Force directives.

g. The WSMC Safety Office (WSMC/SE) will provide assistance to the COMREP, on request, in assembling the required information for OPREP-3 reports. WSMC/SE will provide advisors to the Interim Board President or Investigating Officer until relieved by a higher authority outside of WSMC.

5. Report Content. OPREP-3 reports are transmitted electrically using IMMEDIATE precedence; however, FLASH precedence may be used if the situation warrants. REDLINE PRESTO and SITREP reports will be transmitted electrically using PRIORITY precedence. All reports will continue to be transmitted electrically during MINIMIZE. Unclassified reports will be transmitted as UNCLAS EFTO. In all instances, OPSEC will be considered. Attachment 3 is a guideline of the type of information that should be included in an OPREP-3 report.

a. OPREP-3 or SITREP reports will not normally contain a mishap classification. Should mishap classification be required, it will only be reported after determination by WSMC/SE.

b. OPREP-3 reportable incidents or mishaps that involve damage to equipment or injury to personnel will have an info copy of the OPREP report forwarded to the WSMC Judge Advocate (WSMC/JA) and WSMC/SE.

OFFICIAL

ORLANDO C. SEVERO, JR., Colonel, USAF  
Commander

BARBARA L. JONES  
Chief of Administration

3 Attachments  
1. Overview of Reportable  
Events or Incidents  
2. Agencies Requiring Notification  
3. OPREP-3 Required Information

#### SUMMARY OF CHANGES

This revision reflects new organizational structure and office symbols, adds a description of event and incident types, clarifies reporting responsibilities, and adds OPREP-3 report coordination with the Space and Missile Test Organization prior to transmission.

## OVERVIEW OF REPORTABLE EVENTS AND INCIDENTS

The following is an overview of the reports submitted on events and incidents affecting AFSC resources at Vandenberg AFB. It does not cover all reportable events and incidents; refer to JCS Pub 6, Volume V and AFSCR 55-1 for a more complete listing.

OPREP-3 PINNACLE                      Purpose: To report events and incidents that may attract national level of attention

Examples: Aircraft or missile mishap that causes civilian casualties or extensive damage to civilian or military property; mishap resulting in injury or death of a Code 3 VIP or higher; loss, theft, escape, or spillage of dangerous materials (missile propellants, explosives, corrosives) or environmental pollutants; strikes, riots, or panic by workers that may cause national attention.

OPREP-3 BEELINE                      Purpose: To report events and incidents that may be of interest to the CSAF or HQ USAF.

Examples: Five or more disabling injuries; property damage greater than \$50,000; missile mishaps; an object dropped from a USAF aircraft likely to result in casualties or property damage; hostile actions directed against priority A or B resources; event or incident involving a new weapon system if such system is controversial or receiving significant congressional or news media interest; natural phenomena that may impair the operational capability of the AFSC mission on Vandenberg AFB; incidents involving classified information such as compromise or unauthorized release.

OPREP-3 HOMELINE                      Purpose: To report events and incidents that may be of interest to the Commander, AFSC.

Examples: Injury or death involving AFSC personnel; \$10,000 - \$50,000 property damage; situations or events with VIPs that could embarrass AFSC; significant information not reportable elsewhere that the SAMTO or WSMC Commander believes the AFSC Commander should know or which impacts operational capabilities or schedules.

SITREP                                  Purpose: To report DEFCON attainment, to report operational problems not related to specific events and incidents, or to report events and incidents not covered under OPREP-3 reports.

REDLINE PRESTO                      Purpose: To report to the Commander, AFSC, anticipated events and incidents which may seriously affect AFSC mission accomplishment.

## AGENCIES REQUIRING NOTIFICATION

TYPE OF REPORTAGENCY MESSAGE ADDRESS

OPREP-3 PINNACLE

JCS NMCC WASHINGTON DC  
CSAF WASHINGTON DC  
AFEOC FT RICHIE MD  
HQ AFOSP KIRTLAND AFB NM//SP//\*\* SEE NOTE 1  
AFESC TYNDALL AFB FL//CC//\*\* SEE NOTE 2  
HQ AFSC ANDREWS AFB MD /TEOC/CS/IGF//  
HQ SD LOS ANGELES AFS CA//DOC/SE//

OPREP-3 BEELINE

CSAF WASHINGTON DC  
AFEOC FT RICHIE MD  
HQ AFOSP KIRTLAND AFB NM//SP//\*\* SEE NOTE 1  
AFESC TYNDALL AFB FL//CC//\*\* SEE NOTE 2  
HQ AFSC ANDREWS AFB MD//TEOC/CS/IGF//  
HQ SD LOS ANGELES AFS CA//DOC/SE//

OPREP-HOMELINE

HQ AFSC ANDREWS AFB MD//CC/CV/CS/IGF/TEOC//  
HQ SD LOS ANGELES AFS CA//DOC/SE//  
AFESC TYNDALL AFB FL//CC//\*\* SEE NOTE 2

REDLINE PRESTO

HQ AFSC ANDREWS AFB MD//CC/CV/CS/TEUP/TEOC//  
HQ SD LOS ANGELES AFS CA//DOC//

SITREP

HQ AFSC ANDREWS AFB MD//CC/CV/CS/TEUP/TEOC//  
HQ SD LOS ANGELES AFS CA//DOC//

NOTE 1: Include Headquarters, Air Force Office of Security Police (HQ AFOSP) on all Pinnacle and Beeline reports except those concerning aircraft dropped objects, satellite degraded performance caused by failures or malfunctions, or aircraft overwater navigational position errors.

NOTE 2: Include Air Force Engineering and Services Center (AFESC) on any OPREP concerning structural, equipment, or property fires; aircraft accidents involving fire/crash rescue response or damage to Air Force facilities; bird/aircraft strikes; natural disasters involving Air Force installations; and other similar emergency situations involving base civil engineering or services personnel.

## OPREP-3 REQUIRED INFORMATION

The appropriate classification will be assigned by the originator based on the report content. OPREP-3 reports should contain the following applicable information as it becomes available:

- a. Name and location of unit submitting report.
- b. "As of" time.
- c. Operation nickname or type of occurrence.
- d. Mission identification number.
- e. All previous voice report numbers that were not identified on any previous record report.
- f. Date, time, and location of event/incident.
- g. If final OPREP-3, state whether reporting will be continued via another type report and identify that report.
- h. Analysis of public relations factors involved and estimate of news media reaction.
- i. Description of all known facts and circumstances:
  - (1) Type of aircraft, missile, or satellite.
  - (2) Unit, home base, mission, type of ordnance aboard.
  - (3) Any known circumstances concerning the event/incident or contributing to or inducing an accident.
  - (5) Weather conditions at time and place of event/incident (aircraft only).
  - (6) Estimate of casualties.
  - (7) Names of VIP casualties involved.
  - (8) Estimate of property and/or equipment damage (Air Force, public, or private).
  - (9) Security measures taken if classified equipment or documents are involved. If nuclear materials are involved, state whether or not a national defense perimeter was established.
  - (10) A list of test equipment and a description of the overall impact on the program.

## OPREP-3 REQUIRED INFORMATION

j. Where compromise or suspected compromise of classified material not as a result of espionage is involved, report the following:

- (1) Description of material, origin, OPR, date, subject, classification, category, special marking, etc.
- (2) Identification of persons and/or activities involved.
- (3) Summary of circumstances, estimated extent of compromise.
- (4) Whether the Office of Special Investigations investigative assistance has been requested, and whether the incident has been referred to another component or another federal department for action.